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7 April 1966

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Weekly Report of the Office of Training
7 April 1966

1. Unclassified Training for NPIC

At the request of NPIC, the Unclassified Training Program for certain NPIC employees scheduled to begin on 18 April 1966, has been delayed for at least two months. It appears that the recruitment process is well behind schedule and it will be mid-June before NPIC has sufficient personnel on board to start a class.

2. Training in PPBS Systems of OTR Personnel

25X1A Messrs. [REDACTED] OTR, attended a two-day PPBS Institute sponsored by the Society of Personnel Administration and the American Society for Training and Development. Six senior OTR officials have now had some formal PPBS training. Jim

25X1A [REDACTED], Chief of the Plans Staff - effective 11 April, recently completed a three week Civil Service Commission Course at the University

25X1A of Maryland, and [REDACTED] completed the CSC two-day PPBS orientation.

3. Project HELPFUL

The next Project HELPFUL (DIA orientation) has been set for 17-18 May. We have yet to receive a formal invitation or notification of these

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dates, however.

4. Managerial Grid

Enrollment figures for the first running of the Managerial Grid (GS-13-14) scheduled for 2-6 May are most encouraging. We have already received 29 applications against a class quota of 24.

5. Program for Management Development - Harvard University

On 31 March Mr. Ted Rowley called from Harvard to ask if the Agency would like one space in each of the next fall and spring classes for the Program for Management Development. As the candidate chosen for the fall running is often overseas, when nominations are made, Harvard, knowing in general our problem, has always held a space open for us regardless of the deadline. This year applications are pouring in at Harvard, and the pressure is on us to make an early selection for the fall class. As the Support Directorate has been the traditional user of these spaces, [REDACTED] was informed that nominations must be available for the next meeting of the Training Selection Board scheduled this month. This would give us time to query the field if the employee selected wishes to go, and to get the necessary photographs and documentation for an early May nomination.

6. Air Staff and Command College

[REDACTED] ORR, has been accepted by the Air Staff and Command College, Maxwell Air Force Base, for the resident course beginning next August.

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7. Career Training Program

Final composition of the CT class which began on 4 April is as follows: 36 externals, 14 internals; 45 men, 5 women; 25 married, 25 single - total 50. There is the usual diversity with respect to geographic origin, 24 states, not including internals. Schools attended total 56 domestic colleges and universities, plus 3 foreign. The average age is 27, and the average grade is between GS-08 and GS-09. Twenty-six have done graduate studies and 13 hold graduate degrees.

8. Defense Intelligence School

We reported in our weekly, dated 24 March 1966, that Mr. Dulles was to speak before the Defense Intelligence School. However, on the advice of his physician, Mr. Dulles forewent the opportunity to address the Strategic Intelligence class on the subject of "Nature and Significance of Strategic Intelligence." General Cabell, as a last minute replacement, spoke glowingly of his service with Mr. Dulles and considered himself as a "co-pilot" to the former DCI.

9. Agency Visit of the Chairman of the Communist Studies Program, FSI

On 21 March, Mr. John Keppel, Chairman of the Communist Studies Program in the School of Foreign Affairs of State's Foreign Service Institute, visited Langley and OTR. Mr. Keppel, escorted by Edwin

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OTR, received a guided tour of CIA's library facilities (Langley)

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from [REDACTED] CIA Librarian. At 1000 Glebe he was received by the DTR and was informally briefed [REDACTED] on the mission and functions of the Agency. While here he discussed training matters with other OTR personnel. Mr. Keppel praised the Agency's training and other activities, and informed us of forthcoming efforts by the FSI to improve some aspects of its Foreign Affairs training utilizing outside academic resources.

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10. Participation of Chief, Operations School, OTR, in the Advanced Operations Course, DIS

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On 30 March, [REDACTED] visited the Defense Intelligence School to discuss with Colonel Gallagher details of a discussion period in which Gallagher asked Ben to participate. This discussion forms part of the DIS Advance Operations Course, a 14-week affair with a current registration of 20. Gallagher's objective is to point up similarities and differences between the operational programs of the three military services and of CIA. [REDACTED] was advised of DIA's request,

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and he agreed to our participation but suggested that the matter be checked out with [REDACTED] of the FI Staff. [REDACTED] agreed this would be a useful exercise particularly if it succeeded in spreading the notion in the minds of our DIA colleagues that we are the real pros in the intelligence business.

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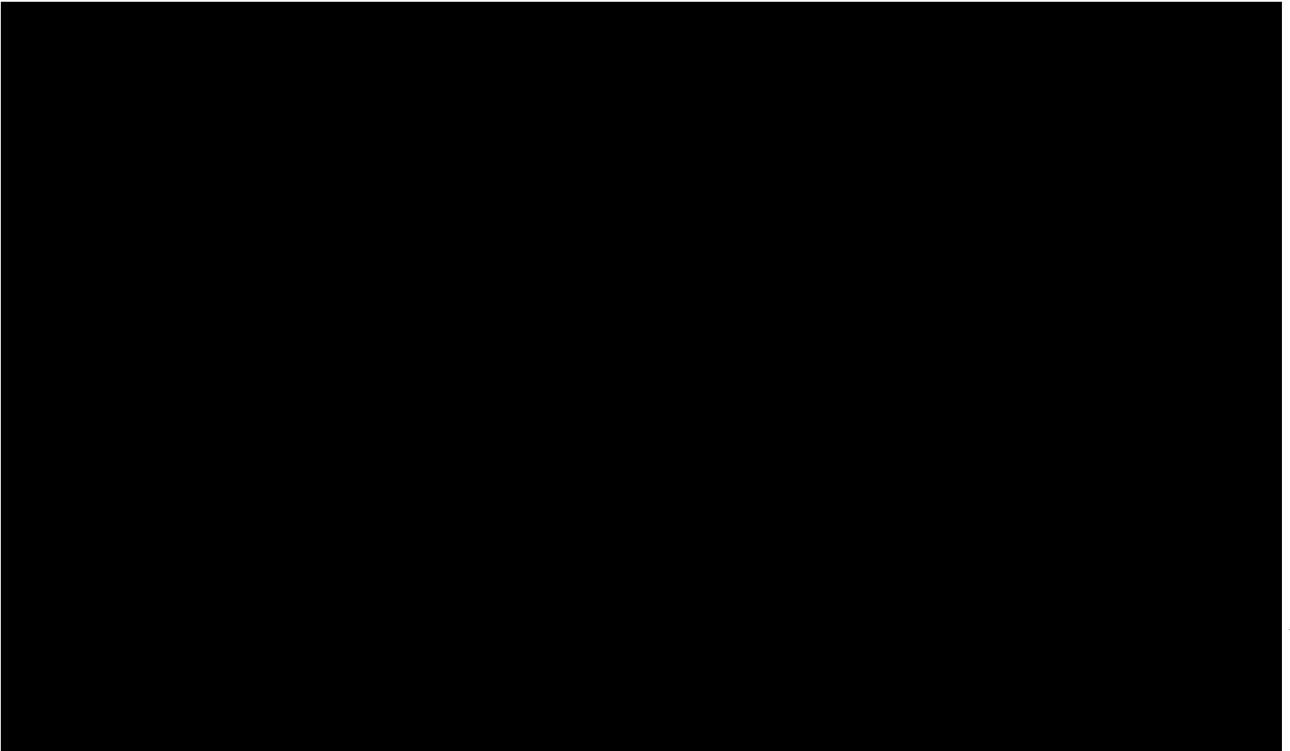
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12. OTR Attendance

Internal training attendance for the week of 28 March - 1 April 1966
was 654; external training was 442.


for John Richardson
Director of Training

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